

**STAYTON PLANNING COMMISSION**  
**MEETING MINUTES**  
**June 27, 2011**

**COMMISSIONERS:** Ralph Lewis – Chairperson  
Ellen Nunez – Vice-Chairperson  
Carl Sampson  
Doug Cudahey  
Rich Hatfield

**STAFF MEMBERS:** Dan Fleishman, Planning & Development Director  
Jennifer Lunsford, Permit Clerk

**OTHERS PRESENT:** Cory Dent, Christine Vicars,

**1. CALL TO ORDER:** Chair Lewis opened the meeting at 7:00 pm.

**2. APPROVAL OF MINUTES:**

a. Cudahey moved and Nunez seconded that the minutes of May 31, 2011, be approved as presented. The motion was approved unanimously.

**3. PUBLIC HEARING – LAND USE FILE #3-05/11 Site Plan Review, Major Modification of Existing Development, Application of Cory Dent at 1794 W Ida St**

Chairman Lewis read the introductory statement and rules of procedure. Lewis inquired if there were any questions or challenges related to public notice, participation of any of the Planning Commissioners, declarations of conflict of interest, ex parte conflict or bias. There were none.

**Cory Dent: Stayton Tire and Automotive, 1794 W Ida St and 630 E Pine.** Dent advised the Commission that he would like to add an addition to the back of the property up to the property line. This enclosure houses a large shipping container used for recycling tires.

Fleishman presented the staff report. He advised the Commission that in the Commercial General zone there is an allowance to reduce the setback to zero. The applicant has a proposed setback of .5 feet. The neighboring property has voiced no objection to the decreased setback provided a privacy fence is erected to screen the building. The condition of approval suggested by the Staff is to erect a privacy fence. Cudahey wanted to know if there would be any recommendation for who would be responsible for the maintenance of the fence. Dent stated that he would provide the fence and give it to the property owner and it would be their responsibility to maintain.

**Proponents:** None.

**Opponents:** None.

**Governmental Agencies, General Testimony and Questions from the Public:** None.

The Commission deliberated briefly on the issue. Nunez moved and Cudahey seconded to approve the file #3-05/11, Site Plan Review, Major Modification of Existing Development. The motion passed unanimously.

**4. PUBLIC HEARING – LAND USE FILE #4-06/11 Application for a Variance to Side Yard Setback Requirement, Doyle and Christine Vicars, 1681 Partridge Ct**

Chairman Lewis read the introductory statement and rules of procedure. Lewis inquired if there were any questions or challenges related to public notice, participation of any of the Planning Commissioners, declarations of conflict of interest, ex parte conflict or bias. There were none.

***Applicant's Presentation:***

**Chistine Vicars: 1681 Partridge Ct.** Vicars indicated that she would like to construct an RV cover to protect her motor home. The applicant provided a slide show with pictures of the current concrete pad and motor home and where she would like to put the cover.

***Staff Report:***

Fleishman indicated the applicant submitted an application for a variance from the side yard setback requirements for an accessory building. Fleishman advised that there were plenty of RV covers in the neighborhood and Vicars is taking the steps necessary to get it done properly.

***Questions from the Commission:***

Hatfield asked if letters were mailed to the residents in the neighborhood. Fleishman advised that notices were mailed out 20 days in advance within 300 feet of the property.

**Proponents:** None.

**Opponents:** None.

**Governmental Agencies, General Testimony and Questions from the Public:** None.

***Applicant's Summary:***

Vicars stated that she spoke with all of her neighbors and none of them had problems with her putting up a RV cover.

***Staff Summary:***

Fleishman stated he had nothing to add.

***Commission Decision:***

Cudahey moved and Nunez seconded to approve the file #4-06/11, Application for Variance to Side Yard Setback Requirement. The motion passed unanimously.

**5. LAND USE FILE #4-06/10 Review of Detailed Development Plan for Master Planned Development, Application of Susan Horvat at 400 to 600 Block of E Florence Street**

***Staff Report:*** Previous staff reports have noted that there were a number of items that had not been submitted or needed to be revised. These issues have now been addressed in the conditions of approval. The draft Conditions of Approval have been organized into four groups:

- Changes that must be made to the Detailed Development Plan before it receives the signature of the Planning Commission Chairman.
- Issues to be addressed in the development and submission of the engineered construction drawings
- Issues to be addressed in the development of the final plat
- Issues to be addressed as buildings are constructed in the subdivision

The previous staff reports had indicated that the City had entered into a contract with the property owners for the purchase of land in the development. Whereas that contract was still pending at the time the record closed, the draft order reflects it is a proposed purchase, even though the transaction has now closed and the City is the owner of the parcel.

Staff has shared the draft order with the applicant and it appears the applicant has concurred with the findings and conclusions, and conditions with one exception. Whereas the record has closed, there is not the opportunity for the applicant or members of the public to participate in the review of the draft order. Fleishman conveyed the applicant's concerns on that issue and the written staff report provided alternative language for the order.

***Commission Deliberation:***

Cudahey stated that this has issue has been before the Planning Commission for some time now and the picture is slowly starting to come together and is easier as the project moves along. He stated that he would be fine with having the alley connected at a later time. Nunez liked seeing the stages of the development grouped together and felt that it made the process easier to understand.

Cudahey moved that the Stayton Planning Commission adopt the Order of Conditional Approval for the application of Susan Wampler representing Wampler Family LLC for detailed development plan approval of a master planned development partition (Land Use File# 9-04/10) as presented by staff. Motion died for lack of a second.

Nunez moved that the Stayton Planning Commission adopt the Order of Conditional Approval for the application of Susan Wampler representing Wampler Family LLC for detailed development plan approval of a master planned development partition (Land Use File# 9-04/10) with the following changes, that the alley behind Lots 48-54 shall be revised to provide through vehicular connection to Lot 55. If during the site plan review procedure for the multifamily buildings on Lot 55 the Decision Authority determines that the required minimum number of parking spaces can not be provided with a through connection from the alley, then the alley may be closed to through traffic.

**6. Other Business**

Fleishman stated that he would like to offer training during the July meeting. Cudahey stated he may be gone. Lewis stated he would be here.

**7. ADJOURN**

The meeting was adjourned at 7:36 p.m.

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Ralph Lewis,  
Planning Commission Chairperson

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Date

**ATTEST**

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Dan Fleishman,  
City Planner

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Date